

February 3, 2011

To: Non-profit Agencies funded through the Natural and Economic Resources Appropriation Subcommittee

Re: Non-Profit Presentations before the Natural and Economic Resources Subcommittee

We would like to invite your organization to make a brief presentation before the Natural and Economic Resources (NER) Joint Subcommittee. These presentations will begin Wednesday, February 9, and staff will be in touch regarding the schedule. In this presentation we would like for you to focus your remarks around addressing the following issues. Please also submit the answers to these questions electronically in one document.

1. An overview of what your entity does, the programs it runs, services it provides, and the like
2. Performance measures, accomplishments, and/or benchmarks used to measure your progress
3. Total budget for FY 2009-10 with a breakout of the source of funds
4. Total amount of funds held in cash, short-term investments, and long-term investments
5. Percent of funds (all sources) used for administrative purposes
6. Employees
 - a. Number of FTE
 - b. Salaries of Top 5 Highly Compensated Individuals
 - c. Explanation of what benefits (healthcare, retirement, etc) are available to employees
7. Board Operations
 - a. Number of board members
 - b. Total expenses for board, with State funds broken out
 - c. Frequency of board meetings
 - d. Per diem, travel, and other amounts paid to board members, broken out on a per member basis
8. Use of State funds
 - a. Percentage and dollar amount used for administrative expenses
 - b. Percentage and dollar amount used for grant programs, broken out by program
 - c. Percentage and dollar amount used for other, non-granting-making programs, broken out by program